

GREATER WYOMING COMMUNITY RESOURCE ALLIANCE

Meeting Notes of November 26, 2013

9:00 AM

City of Wyoming

City Manager's Conference Room 2nd Floor

I ROLL CALL

Present: Rebecca Rynbrandt, Connie Bellows, John Armendarez, Megan Sall, Jim Carmody

Guest: Tamara Lopez

Absent: Curtis Holt, Kent Vanderwood, Paul Wegener, Jeff Koeze, Tim Smith, Jack Sluiter

There was not a quorum.

II PREVIOUS MEETING MINUTES:

As there was no quorum the minutes of September 24, 2013 were not approved. However, it was noted by those in attendance that no corrections are needed.

This will be an actionable item at the next meeting.

III FINANCIAL REPORT

A. Tim Smith

Rynbrandt distributed a hardcopy finance report as provided by Smith for the period ending November 25, 2013. Of note was the Animal Medical Center K9 unit fundraiser which provided for a dedicated donation of \$6,048.16. The General Fund balance is \$49,539.74.

As there was no quorum, the finance report shall be approved at the next meeting.

IV OLD BUSINESS

A. Committee Updates
1. Fall Donor Committee

Carmody has reported that the donor letter is written. The scrubbing of the distribution list continues. Carmody indicated that the business license list remains broad and needs to be edited. For instance the

consensus is that we should not send letters to adult novelty shops. Sall suggests that mailing to the previous donor list be a priority; followed by the business license list. Those present concurred.

The plan is to have letters and mailing labels generated either this week or next and to have volunteers at the senior center do the stuffing, etc.

2. Selection Committee

Armendarez is willing to serve out Connie Bellows remaining year. Lopez has been appointed to begin serving January 1, 2014. Carmody will confer and confirm with the Clerk's office of these matters.

V NEW BUSINESS

A. Wyoming Parks and Recreation Youth Scholarship Policy Changes. Kenny Westrate will present.

Westrate gave a presentation. We have expanded the marketing of the youth and family scholarship program. We have evaluated the policy and registration form and noted a barrier with the jargon and complexity of terms for applicants, particularly for those who English is a second language. In order to have a better, more understandable tool for applicants the language has been simplified.

Westrate is recommending to remove the "cap" limit of \$50 per person. It was affirmed that we, the Alliance, have not spent all of the funds allocated annually for the scholarships. The consensus of those present was unanimous support in removing the \$50 cap. **This will be an actionable item at the next meeting.**

B. Grant Application Reviews.

VI ITEMS FOR ACTION

A. Grant Approvals

Those present reviewed the ranked spreadsheet as codified by Rynbrandt. Initial impressions of grant requests were discussed. Those present affirmed that the ranking system provided for a good impression of how the Board felt. It was noted that we need more people to complete the ranking.

The following actions were determined:

- Each member will be asked, if they have not done so, to rank the applications using the 1 to 25 method. Members may amend their previous rankings should they desire.
- Each member will be asked, if they have not already done so, to suggest a funding amount for each. Rynbrandt will add columns noted the amount available via Public Safety (\$2,000) and Community Initiatives (\$15,000). Members are asked to amend their previous information based upon the new columns.

All updated individual spreadsheets need to be returned to Rynbrandt prior to Wednesday, December 4. She will consolidate all responses into a master sheet and forward it to Curtis and copy the Board. If a Board member desires to make changes there after it should be directed to Curtis.

A special meeting will be held from 8:30 a.m. until 10:30 a.m. on either December 17 (East Conference Room) or 19 (Managers Conference Room). Carmody will seek input from the board for the best date. We must have a quorum at the meeting.

VII ROUND TABLE DISCUSSION

The consensus of those present is that a policy be developed to set aside a dedicated amount to provide annual funding support for food, care, clothing pantries (this to include WECCO) as part of our budgeting process.

VIII PUBLIC COMMENT

None.

IX CLOSE – NEXT MEETING DATE

Date and time to be discussed due to the Christmas Holiday.

December 17, East Conference Room, 1st Floor, is desired – Carmody to confirm quorum.

December 19, Managers Conference Room, is back-up.

Time: 8:30 a.m. to 10:30 a.m.

Respectfully submitted,

Rebecca Rynbrandt
Board Secretary